

NETL Merit Staffing Vacancy Announcement

Announcement No.: NETL-03-04

Opening Date: 02-11-2003

Closing Date: 03-04-2003

U.S. DEPARTMENT OF ENERGY - NATIONAL ENERGY TECHNOLOGY LABORATORY (NETL)

POSITION: Interdisciplinary: Geologist/Geophysicist, GS-1350/1313-13/14

LOCATION: Office of Science and Technology (OST)
Simulation and Multi-Phase Flow Division
Morgantown, WV *

* See Notes

PROMOTION POTENTIAL: GS-14

SUBJECT TO:

<input type="checkbox"/>	Supervisory Probationary Period
<input checked="" type="checkbox"/>	Employment & Financial Interest Disclosure
<input checked="" type="checkbox"/>	DOE CTAP (See Attached)
<input checked="" type="checkbox"/>	DOE ICTAP (See Attached)
<input type="checkbox"/>	1st Year Probationary Period
<input checked="" type="checkbox"/>	Agreement Covering Discoveries, Inventions, and Improvements

SALARY RANGE: GS-14: \$78,635 - \$102,228 per annum
(Includes Locality Pay) GS-13: \$66,543 - \$86,509 per annum

AREA OF CONSIDERATION: Government-Wide - Federal Career/Career Conditional Employees in the Competitive Service and Veterans who are preference eligibles or who have been separated from the Armed Forces under honorable conditions after substantially completing an initial 3-year term.

DUTIES AND RESPONSIBILITIES: The incumbent is primarily responsible for planning and executing specialized research projects within the in-house research and development program in natural gas and petroleum exploration and production. The incumbent will develop regional geologic studies for natural gas, petroleum, and geological sequestration, and implement a program to assess the nation's long-term natural gas resource potential. Analyses will focus on providing detailed, state-of-the-art characterizations of natural gas and petroleum existing at the margins of the current technically- and economically-recoverable resource base. Specific program activities will include, but not be limited to, the following: (1) overviews and appraisals of natural gas, petroleum, and geological sequestration resource issues; (2) periodic detailed geologic assessment of the distribution and nature of in-place natural gas, petroleum, and geological sequestration resources in emerging U.S. basins; (3) geologic and engineering studies to determine the likely producibility and/or capacity of geological resources; (4) geological simulations using simulators such as NETL's Gas Systems Analysis Model to determine the potential of advanced exploration and production technologies; (5) coordination of activities to improve NETL's resource and technology modeling capabilities; and (6) the use of these tools in evaluating both actual and potential R&D portfolios. The incumbent may provide technical direction to lower level professionals and/or technicians. In this capacity, he/she is also responsible for reviewing their work and for training and instructing them in the safe and effective operation of instrumentation or other laboratory equipment used in their research.

QUALIFICATION REQUIREMENTS: SPECIAL IN-SERVICE PLACEMENT PROVISIONS OF THE OPM X-118 HANDBOOK ARE BEING UTILIZED TO FILL POSITIONS UNDER THIS ANNOUNCEMENT.

Applicants must have general and/or specialized experience and any selective placement factors as described below. This requirement is in accordance with the OPM Qualifications Standards Operating Manual, available in any Government Personnel Office, which specifies when and how education may be substituted for the experience.

BASIC REQUIREMENTS FOR GEOLOGIST:

- A. Degree: Geology, plus 20 additional semester hours in any combination of mathematics, physics, chemistry, biological science, structural, chemical, civil, mining or petroleum engineering, computer science, planetary geology, comparative planetology, geophysics, meteorology, hydrology, oceanography, physical geography, marine geology, and cartography.

OR

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- B. Combination of Education and Experience: Course work as shown in A. above, plus appropriate experience or additional education.

BASIC REQUIREMENTS FOR GEOPHYSICIST:

- A. Degree: That included at least 30 semester hours in mathematics (including calculus) and the physical sciences (geophysics, physics, engineering, geology, astronomy, meteorology, electronics, etc.).

OR

- B. Combination of Education and Experience: Courses shown in A. above, plus appropriate experience or additional education.

AND

ADDITIONAL EXPERIENCE: In addition to meeting the basic qualification requirements, applicants must have 1 year of specialized experience which is directly related to the position being filled and which is equivalent to the next lower level in the Federal service.

Candidates for advancement within the General Schedule must meet time-in-grade requirements of 5 CFR, Part 300, Subpart F.

BASIS OF EVALUATION: Qualified applicants will be rated against the established quality ranking factors (QRF). The extent to which a candidate possesses each knowledge, skill, and/or ability will be determined by measuring the level of experience, education, and training as they relate to each quality ranking factor. The quality ranking factors listed below have been weighted by the Selecting Official based on their relative importance to the position being filled. **DETERMINATION OF THE “BEST QUALIFIED” GROUP WILL BE BASED SOLELY ON INFORMATION CONTAINED IN THE CANDIDATE’S APPLICATION PACKAGE; THEREFORE, CANDIDATES ARE REQUESTED TO SPECIFICALLY ADDRESS EACH QUALITY RANKING FACTOR AND HIGHLIGHT THE SIGNIFICANCE OF THEIR SPECIFIC EXPERIENCE. FAILURE TO ADDRESS THE QUALITY RANKING FACTORS MAY RESULT IN A LOWER RATING.**

1. Knowledge of the practices, equipment, techniques, and instrumentation used in conducting advanced research in exploration and production of natural gas and petroleum resources and potential geological sequestration reservoirs. (30%)
2. Knowledge of the principles of geology or geophysics or related sciences involved in the study of geological phenomena, especially seismic, geomechanical, and other related knowledge used to conduct detailed assessments of naturally occurring petroleum systems in the earth or the response of geologic systems to exploration, injection, and/or recovery technologies. (30%)
3. Ability to identify research needs and formulate research concepts and projects related to natural gas and petroleum exploration and production and/or geological sequestration of carbon dioxide and to analyze the impact of these concepts using specialized scientific models. (20%)
4. Ability to prepare effective communications in the form of technical reports and peer reviewed publications. (20%)

PERFORMANCE AND AWARDS: In addition to evaluation of the above quality ranking factors, the Selecting Official will also consider each candidate’s current or last annual performance appraisal and relevant awards as part of the selection process.

NOTES:

1. X Top applicants may be requested to give a technical presentation of their current research at the time of interview.

2. X **Relocation expenses may be authorized in accordance with Federal Travel Personnel Regulations.** The decision to pay relocation expenses will be determined prior to selection based on budgetary constraints.
3. X On vacancy announcements advertised at more than one grade level, applicants must identify the lowest pay or grade level they will accept; otherwise, the applicant will be rated only for the highest grade level for which they are qualified.
4. X As a condition of employment, new employees are required to arrange for direct deposit of pay.
5. X NETL provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the NETL HR Office. The decision on granting reasonable accommodation will be on a case-by-case basis.
6. X For more information about the National Energy Technology Laboratory, please visit our website at www.netl.doe.gov. The status of all NETL vacancy announcements can be found at www.netl.doe.gov under career opportunities.
7. X This position is included in the bargaining unit.
8. X You must include your social security number on your application.
9. X Internal NETL candidates will not be required to change duty location if selected.

TO APPLY: Submit the following forms checked below. (Note: Applications and any attached materials will not be returned.)

1. Either a current, completed Personal Qualifications Statement (SF-171), or an Optional Application for Federal Employment (OF-612), or a Resume (which contains specific information outlined on the attachment to this announcement). Reference the vacancy announcement number on application. **Electronic version of an application will not be accepted.**
2. Curriculum vitae.
3. Supplementary statement addressing the quality ranking factors which highlights aspects of your background as they relate to the knowledge, skills, and abilities required by the position. **Note: Rankings will be based solely on information contained in your application package. Failure to address the quality ranking factors may result in a lower rating.**
4. Annual Performance Appraisal (current).
5. Notification of Personnel Action (SF-50) (copy/most recent).
6. College Transcript.
7. Declaration of Federal Employment (OF-306). If using the OF-612 or a Resume which requires a statement certifying that to the best of your knowledge and belief, all of the information on and attached to the OF-306, is true, correct, complete, and made in good faith. False or fraudulent answers to any question on any part of this declaration or its attachments may be grounds for not hiring or for firing after beginning work, and may be punishable by fine or imprisonment.

8. Submit application material to the following office:

U.S. Department of Energy
National Energy Technology Laboratory
ATTN: Human Resources Division
MS 921-204 (ATTN: Lisa McCartney)
P.O. Box 10940
Pittsburgh PA 15236-0940

9. Applications must be received by the Human Resources Division on or before the closing date of the vacancy announcement or be postmarked by closing date and received by the Human Resources Division within 5 working days after the closing date. Late applications will not be considered.

Questions regarding this announcement can be directed to Lisa McCartney at (412) 386-6018 or mccartne@netl.doe.gov.

SPECIAL SELECTION PRIORITY CONSIDERATION FOR SURPLUS OR DISPLACED EMPLOYEES

Department of Energy (DOE) SURPLUS OR DISPLACED EMPLOYEES REQUESTING SPECIAL SELECTION PRIORITY CONSIDERATION UNDER THE CAREER TRANSITION ASSISTANCE PROGRAM (CTAP)

If you are currently a **DOE** employee who has received a Reduction in Force (RIF) separation notice or a Certificate of Expected Separation you may be entitled to special priority selection under the **DOE** Agency Career Transition Assistance Program (CTAP). To be eligible for special priority selection under the DOE's Career Transition Assistance Program (CTAP) you must meet all of the following conditions:

1. Displaced Employee is: (A) a current DOE career or career-conditional competitive service employee in tenure Group I or II, at a GS-15 grade level or equivalent and below, who has received a **RIF** separation notice or notice of proposed removal for declining a directed reassignment or transfer of function outside of the local commuting area; or (B) a current DOE employee in the excepted service, serving on an appointment without time limit, at a GS-15 grade level or equivalent and below, who has been given non-competitive appointment eligibility and selection priority by statute for positions in the competitive service, and who has received a RIF separation notice or notice of proposed removal for declining a transfer of function or directed reassignment outside of the local commuting area.

Surplus Employee is: (A) a current employee serving under an appointment in the competitive service, in tenure Group I or II, at a GS-15 grade level or equivalent and below, who has received a Certificate of Expected Separation (CES) or other official certification issued by DOE indicating that your position is surplus, for example, a notice of position abolishment, or a notice stating that you are eligible for discontinued service retirement; or (B) a **current** DOE employee serving on an excepted service appointment without time limit, at a GS-15 grade level or equivalent and below, who has been issued a certificate of expected separation or other official agency certification indicating that your position is surplus, for example, a notice of position abolishment or a notice stating that you are eligible for discontinued service retirement, and you have been conferred noncompetitive appointment eligibility and special selection priority by statute for positions in the competitive service.

You must submit one of the following with your application as proof of eligibility for this special selection priority: (A) a copy of the **RIF** separation notice or notice of proposed removal for declining a directed reassignment or transfer of function outside of the commuting area; (B) Certificate of Expected Separation (CES) or other official notice from DOE indicating that you are surplus or eligible for discontinued service retirement; or (C) other official DOE certification identifying you as being in a surplus organization or occupation.

2. Be applying for a position that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This **must** be submitted with your application package.
4. Be currently employed by the **DOE** in the same commuting area of the position for which you are requesting priority consideration; or at DOE's discretion, occupy a position beyond the local commuting area. An eligible DOE employee outside the local commuting area, can only exercise selection priority when there are no eligible surplus and displaced DOE employees within the local commuting area who apply and are found well qualified.
5. File your application by the Vacancy Announcement closing date and meet all the application criteria (e.g., submit all required documentation, etc.).
6. Be rated well-qualified for the position (final score on quality ranking factors is at the acceptable or above level).

Here's what your resume or application must contain (in addition to specific information requested in the job vacancy announcement):

JOB INFORMATION

- Announcement number, and title and grade(s) of the job for which you are applying. Identify the lowest pay or grade level you will accept. (You will not be considered for jobs which pay less than you indicated.)

PERSONAL INFORMATION

- Full name, mailing address (*with ZIP Code*) and day and evening phone numbers (*with area code*).
- Social Security number.
- Country of citizenship. (*Most Federal jobs require United States citizenship.*)
- Veterans' preference.
- Reinstatement eligibility. (*If requested, attach SF-50 proof of your career or career-conditional status.*)
- Highest Federal civilian grade held. (*Also give job series and dates held.*)

EDUCATION

- High school.
Name, city, and state (ZIP code if known).
Date of diploma or GED.
- Colleges and universities.
Name, city, and state (ZIP code if known).
Majors.
Type and year of any degrees received. (If no degree, show total credits earned and indicate whether semester or quarter hours.)
- Send a copy of your college transcript only if the job vacancy announcement requests it.

WORK EXPERIENCE

- Give the following information for your paid and nonpaid work experience related to the job for which you are applying. (*Do not send job descriptions.*) Job title (*include series and grade if Federal job*).

Duties and accomplishments.

Employer's name and address.
Supervisor's name and phone number.

Starting and ending dates (*month and year*).
Hours per week.
Salary.

- Indicate if we may contact your current supervisor.

OTHER QUALIFICATIONS

- Job-related training courses (*title and year*).
- Job-related skills, for example, other languages, computer software/hardware, tools, machinery, typing speed.
- Job-related certificates and licenses (*current only*).
- Job-related honors, awards, and special accomplishments, for example, publications, memberships in professional or honor societies, leadership activities, public speaking, and performance awards. (*Give dates but do not send documents unless requested.*)

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APPLICANT BACKGROUND SURVEY QUESTIONNAIRE

GENERAL INSTRUCTIONS The information from this survey is used to help ensure that agency personnel practices meet the requirements of Federal law. Your responses are voluntary . Please answer each of the questions to the best of your ability. Please print entries in pencil or pen. Use only capital letters. Read each item thoroughly before completing the appropriate code number in each box.		PRIVACY INFORMATION General The information is provided pursuant to Public Law 935-597 (Privacy Act of 1974), December 31, 1974, for individuals completing Federal records and forms that solicit personal information. Authority Sections 1302, 3301, 3304, and 7201 of Title 5 of the U.S. Code. Purpose and Routine Uses The information from this survey is used for research and for a Federal equal opportunity recruitment program to help ensure that agency personnel practices meet the requirements of Federal law. Effects of Nondisclosure Providing this information is voluntary. No individual personnel selections are made based on this information.	
Vacancy Announcement No.: NETL-03-04	Date (Month, Day, Year): 		
Position: Geologist/Geophysicist, GS-1350/1313-13/14			
Name: 			
How did you learn about the particular position or exam for which you are applying? (You may circle up to three choices.)			
01--Private Information Service 02--Magazine/Newspaper: _____ 03--Radio/TV 04--DOE Home Page 05--NETL Home Page 06--OPM USA Jobs 07--Minorities Job Bank 08--Other WEB sites (Specify): _____ _____ 09--Hard Copy of Vacancy Announcement 10--Agency Personnel Department		11--FRS-Federal Career Opportunities Listing 12--Federal/State/Local Job Information Center 13--Religious Organization 14--School or College Counselor or Other Official 15--Friend or Relative Working for the Agency 16--Friend or Relative Not Working for Agency 17--State Employment Office (Unemployment Office) 18--Private Employment Office 19--Other (Specify): _____ _____	
Please categorize yourself in terms of the race/ethnic category and sex using the definitions below categories below:			
RACE/ETHNIC CODE: _____ A--American Indian or Alaskan Native Person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition. B--Asian or Pacific Islander Person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa. C--Black, Not of Hispanic Origin Person having origins in any of the black racial groups of Africa. D--Hispanic Person of Mexican, Puerto Rican, Cuban Central or South American, or other Spanish culture or origin, regardless of race. E--White, Not of Hispanic Origin Person having origins in any of the original peoples of Europe, North Africa, or the Middle East.		SEX: _____ 1--Male 2--Female DISABILITY STATUS: (Please place only ONE two-digit code number in the box. See the reverse side of this form for the appropriate codes.) <div style="text-align: center;"> <input type="text"/> <input type="text"/> </div>	
Mail form to: Office of the Economic Impact and Diversity Manager, National Energy Technology Laboratory, P.O. Box 10940, MS-922-178C, Pittsburgh, Pennsylvania 15236-0940. You may submit this form as part of your application package; however, it will be removed upon receipt and forwarded to the above office.			

Disability Status Codes:

- 05. I do not have a disability.
 - 16. Total deafness in both ears, with or without understandable speech.
 - 23. Inability to read ordinary size print, not correctable by glasses (can read oversize print or use assisting device).
 - 25. Blind in both eyes (no usable vision, may have some light perception).
 - 28. Missing one arm or one leg.
 - 33. Missing both hands or both arms or both feet or both legs.
 - 35. Missing one hand or arm and one foot or leg.
 - 64. Partial paralysis of both hands.
 - 65. Partial paralysis of both legs, any part, or both arms, any part.
 - 67. Partial paralysis of one side of the body, including one arm and one leg.
 - 68. Partial paralysis of three or more major parts of the body (arms and legs).
 - 71. Complete paralysis of both hands or both arms or both legs.
 - 72. Complete paralysis of one arm or one leg.
 - 76. Complete paralysis of lower half of body, including legs.
 - 77. Complete paralysis of one side of body, including one arm and one leg.
 - 78. Complete paralysis of three or more major parts (of body) (arms and legs).
 - 82. Convulsive disorder (e.g., epilepsy).
 - 90. Mental retardation (a chronic and lifelong condition involving a limited ability to learn, to be educated, and to be trained for useful productive employment as certified by a state vocational rehabilitation agency).
 - 91. Mental or emotional illness (a history of treatment for mental or emotional problems).
 - 92. Severe distortion of limbs and/or spine (e.g., dwarfism, severe distortion of the back).
 - 06. I have a disability, but it is not listed above. Describe: _____
-